

MEETING OF THE  
BOARD OF LIBRARY TRUSTEES  
JANUARY 12, 2021  
Minutes

**Call to Order**

Chair Jonathan Gates called the meeting to order at 7:18 p.m., and in attendance were trustees Heather Calvin, Adam Delmolino, Kathy Fennelly, Amy Hampe, and Stephen Quinlan, and Joyce Radochia. Also in attendance were Adam Chapdelaine, Town Manager, Andrea Nicolay, library director, and Anna Litten, assistant library director. Mr. Gates shared open meeting law information as it pertains to remote meetings.

**FY22 Budget Presentation to Town Manager Adam Chapdelaine**

Ms. Nicolay shared the FY22 Budget Presentation with the Board. Ms. Nicolay thanked Mr. Chapdelaine for his support and communication with staff and the community during the pandemic. Ms. Nicolay discussed the budget request for a Part-Time Teen Services Librarian. Mr. Chapdelaine shared his appreciation for Ms. Nicolay's leadership, and provided an update to the Board on the budget landscape for the Town and Commonwealth and the Town's long range plan. The Board discussed the FY22 Budget Presentation and the need to adequately support Teen visitors at the library. Mr. Chapdelaine emphasized that the budgeting timeline and process is more unpredictable than in years past. Mr. Chapdelaine discussed the capital plan and a priority process for future projects. Both the Robbins and Fox building projects will be delayed due to various factors including the DPW project and unanticipated costs. The capital planning committee is recommending \$900,000 for Fox design in FY25. Additional capital projects will be addressed in future five-year capital plans. The Board discussed upcoming building projects and advocacy that the Board can provide.

**Community Time**

No members of the community were present.

**Approval of December 8 Meeting Minutes (vote)**

Ms. Fennelly moved to approve the minutes. Ms Hampe seconded the motion. Under guidance from the Attorney General's office, the Board held a roll call vote. Ms. Calvin voted aye, Mr. Delmolino voted aye, Mr. Gates voted aye, Ms. Radochia voted aye, Mr. Quinlan voted aye. The Board approved the minutes as amended.

**Mid-year Report of Trust Fund Liaison**

The Board discussed the Mid-year Report of Trust Fund Liaison, spending as compared to last year, and the impact of COVID on some budget lines. Mr. Gates shared that Rockland Trust was awarded the bid for managing Town Trust Funds.

#### **Mid-year Evaluation of Trustee and Administration Goals**

The Board reviewed the Trustee and Administration Goals. Ms. Nicolay updated the Board on the plan to restore services, the strategic planning process, the website redesign, the Reimagining Our Libraries timeline, Equity, Diversity, and Inclusion work in the library including partnering with other town organizations, and the deaccession of the Art Prints.

#### **Review Library Annual Report**

Ms. Nicolay will share a draft of the Library Annual Report later.

#### **Director's Report**

The Board discussed the December Director's Report. Ms. Nicolay shared with the Board that Linda Dyndiuk is now overseeing the Library of Things collection. Grab bags continue to be popular. Ms. Nicolay thanked all staff who helped the circulation team with the backlog after the December closure.

#### **Foundation Liaison Update**

Ms. Calvin reported that there was no scheduled meeting since her report in December and no news to report.

#### **Friends Liaison Updates**

Ms. Radochia reported that the Friends continue with programs. The Friends work to define their vision, how the Friends can best support the library, and membership building. There was no notice of a Friends of Fox meeting.

#### **Communications and Announcements**

Ms. Hampe and Mr. Delmolino will be reappointed to the Board at the Select Board meeting on January 25. Ms. Nicolay shared a letter from a community member appreciative of library services.

#### **Unanticipated Items**

There were no unanticipated items.

#### **Date of Next Meeting: February 9, 2021**

The next meeting will be held on February 9, 2021.

**Adjournment (vote)**

Ms. Hampe moved to adjourn. The Board held a roll call vote. Ms. Calvin voted aye, Mr. Delmolino voted aye, Ms. Fennelly voted aye, Mr. Gates voted aye, Ms. Hampe voted aye, Mr. Quinlan voted aye, Ms. Radochia voted aye. The meeting adjourned at 8:58 p.m.